

RECORD OF PROCEEDINGS
MUNSON TOWNSHIP TRUSTEES REGULAR

Minutes of

Meeting

BEAR GRAPHICS 800-325-8094 FORM NO 10148

Held Tuesday, April 28, 2020

The meeting was called to order at 6:30pm by Chairman Irene McMullen with Trustees Andy Bushman and Jim McCaskey and Fiscal Officer Todd Ray all present via Zoom electronic teleconference. For the record, due to the ongoing viral disease pandemic, the meeting was held without any elected officials located in the same physical space. The meeting was open to the public, with the access link posted on the Munson Township website, conducted lawfully, in accordance with conditions established by the Ohio legislature's Substitute Amended House Bill 197. Five residents logged into the meeting.

Chair Irene McMullen led the Pledge of Allegiance.
Trustees signed warrants 17299 - 17321 dated 4/28/2020, totaling \$19794.43. The Board had signed EFT Vouchers 119-127 for the 4/17/20 bi-weekly payroll totaling \$8,610.19 between meetings, and EFT Vouchers 155 - 162 for the 5/1/20 bi-weekly payroll totaling \$7,947.64, and EFT vouchers 166 – 171 for the 4/30/20 monthly payroll totaling \$7,536.36.
The March Financial Report is available for review by the Trustees.

MINUTES
Mr. Bushman moved to approve the minutes of the Trustees Regular meeting April 14, 2020, as written. Mr. McCaskey seconded; with a unanimous vote, the motion carried.

FIRE DEPARTMENT PARKING AREA
Trustees discussed the option of accepting the lowest quote for paving the north parking area, and decided to table the issue for the present while the financial impacts of the pandemic are still unknown. Mr. McCaskey will provide a simple plan for shade-tolerant plantings for the old vegetable garden by the fire station, to address an unsightly landscape bed by the parking area.

FIRE DEPARTMENT/CHIEF MIKE VATTY
Chief Vatty was able to log in and join the meeting. He noted that he had prepared and sent via email a report detailing call volume, year-to-date, comparing last year's numbers. The report confirms that, so far, MFD call volume is about the same as last year. The number of transport calls to commercial residential care facilities in the township are down a little, but this is offset by an increase in calls to private residential homes. The Department continues to have enough personal protective equipment available for responding to corona virus infected patients.

ROAD DEPARTMENT
Superintendent Kirk Walker asked Trustees to note the proposed placement of trees scheduled for planting on the north property line. He will speak with the neighboring landowner to assure that the tree planting locations are satisfactory.

Andy Bushman moved to award the bid and approve the contract for The Asphalt Resurfacing of Various Roads, to Ronyak Paving Inc., in the amount of \$467,735.00; Mr. McCaskey seconded the motion. Motion carried with a unanimous vote. The list of roads to be resurfaced includes Forest View Dr., Wood Hollow Dr., Sun Ridge Circle, Greenbrier Dr., Burlington Ridge Dr. and Burlington Glen Drive.

NDCL Stream Restoration Project
Irene McMullen reported that the Stream Restoration Project is moving forward slowly despite the pandemic shut down that is delaying other economic activity in the region.

BOARD of ZONING APPEALS HEARINGS
The Board discussed the need to have the Board of Zoning Appeals address a backlog of variance requests that have not been heard due to restrictions on public gatherings. The Board agreed to have Office Manager Paula Friebertshauser work with the BZA Chair to facilitate the scheduling of hearings in the large meeting room, with appropriate space and seating arrangements to meet required social distancing guidelines and assure the safety of BZA members, appellants, and attendees. The BZA should address simple variance requests that are not likely to attract large gatherings. A hearing for the controversial issue of a chemical abuse

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~~treatment/recovery residence on Waterfowl Lane is expected to draw a large crowd of~~
attendees, and will require more planning and preparation to allow public participation in the process. Zoning Inspector Jim Herringshaw will contact the appellant, Lake/Geauga Recovery, Inc., to discuss the safety concerns with scheduling a hearing.
Mrs. Friebertshauser will try to schedule hearings for Wednesday evenings instead of Thursdays, to avoid conflict with the weekly Red Cross Blood collection events currently operating every week during the pandemic.

NOPEC GRANT

Chair McMullen will prepare and submit the paperwork to request a price estimate from CEI for converting all of the remaining 38 conventional street lights to energy efficient LED lights. The grant will cover the cost of all the lights, and the price will not change if the LED wattage is changed.

OFFICE STAFF WORK SCHEDULE

The Trustees discussed allowing two office staff to resume regular work hours if they practice social distancing and wear facemasks. Trustees agreed to maintain the current work schedule for now, for staff safety, and revisit the matter in two weeks, in anticipation of Governor DeWine’s updated guidelines for opening up and loosening restrictions in place during the pandemic.

MEMORIAL DAY PLANS

The Trustees discussed considering alternative plans for a Memorial Day Ceremony gathering. Mrs. McMullen shared that Dave Jevnikar with Geauga TV has offered the option of a simulcast from the Town Hall if the Trustees would like to consider a smaller event and gathering at the Town Hall on Memorial Day. The Trustees did not embrace that idea. They agreed that they prefer a smaller, safer event held at the cemetery, operating within social distancing guidelines that are expected to be available in the next two weeks.

FISCAL OFFICER

Resolution 2020-20: Decertification of Funds

Andy Bushman moved to approve Resolution 2020-20, seconded by Jim McCaskey, to request the Budget Commission decertify \$4,050 in the Scholarship Fund 9751. Mr. McCaskey seconded. Motion carried with a unanimous vote. [The resolution is included on a separate page as part of the minutes.]

Resolution 2020-21: Establish Scholarship Account within The General Fund

Resolution 2020-21 was made by Andy Bushman and seconded by Jim McCaskey to allow the Fiscal Officer to create a new appropriation account in the General Fund for Scholarships, 1000-990-990-9751, and a corresponding revenue account for contributions, 1000-803-9751. Mr. McCaskey seconded. Motion carried with a unanimous vote. [The resolution is included on a separate page as part of the minutes.]

Resolution 2020-22: Increase Appropriations

Resolution 2020-22 was made by Andy Bushman and seconded by Jim McCaskey to request the Budget Commission amend the budget, to increase the Permanent Appropriation, in the amount of \$7,500 in the General Fund, and allocate the increase appropriation to account 1000-990-990-9751. Mr. McCaskey seconded. Motion carried with a unanimous vote. [The resolution is included on a separate page as part of the minutes.]

ENCUMBRANCE SHEET

Andy Bushman moved and Jim McCaskey seconded to approve the encumbrance sheet for April 28, 2020, as written:

Waste Management	Trash removal, park totes	\$2,000.00
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Motion carried with a unanimous vote.

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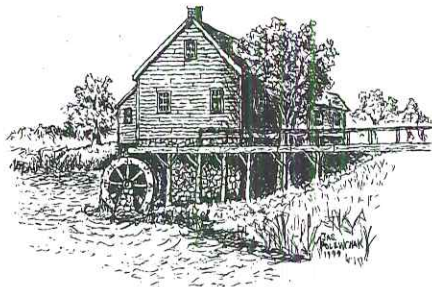
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MEETING ADJOURNED

Andy Bushman moved and Jim McCaskey seconded to adjourn the meeting at 7:14 pm. Motion carried with a unanimous vote.

Don H. McMill Chairman Todd R. Ray Fiscal Officer



Munson Township

12210 Auburn Road, Chardon OH 44024-9454

Phone: (440) 286-9255 Fax: (440) 286-1180

Resolution 2020-20

Be it resolved by the Trustees of Munson Township, in a regular session on the 28th day of April, 2020, with the following members present via Zoom internet-based teleconference meeting, Andrew J. Bushman, James J. McCaskey, and Irene H. McMullen, that Andy Bushman moved the adoption of the following resolution, that the 2020 Budget and Permanent Appropriation be amended as follows:

Revenues to be De-Certified

To request the Budget Commission to reduce the amount of anticipated revenues from Scholarship collections by \$4,050 for a reduction in Fund 9751 – Fiduciary Funds in the amount of \$4,050.

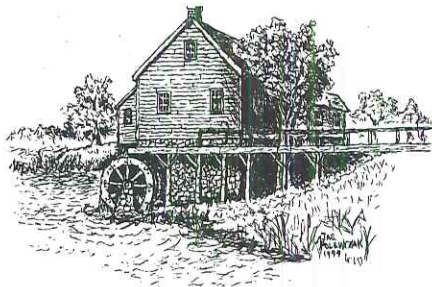
Jim McCaskey seconded the motion and the roll being called resulted as follows: voting

Andrew J. Bushman, ye
Andrew J. Bushman

James J. McCaskey, yes
James J. McCaskey

Irene H. McMullen, yes
Irene H. McMullen

Attest: Todd R. Ray, April 28, 2020
Todd R. Ray, Fiscal Officer



Munson Township

12210 Auburn Road, Chardon OH 44024-9454

Phone: (440) 286-9255 Fax: (440) 286-1180

Resolution 2020-21

Be it resolved by the Trustees of Munson Township, in a regular session on the 28th day of April, 2020, with the following members present via Zoom internet-based teleconference meeting, Andrew J. Bushman, James J. McCaskey, and Irene H. McMullen, that Andy Bushman moved the adoption of the following resolution, that the 2020 Budget and Permanent Appropriation be amended as follows:

Establish a Scholarship Account within the General Fund

To direct the Fiscal Officer to add appropriation account 1000-990-990-9751 to the Munson Township Budget and Permanent Appropriation,

And

add revenue account 1000-803-9751 for the purpose of receiving Contributions.

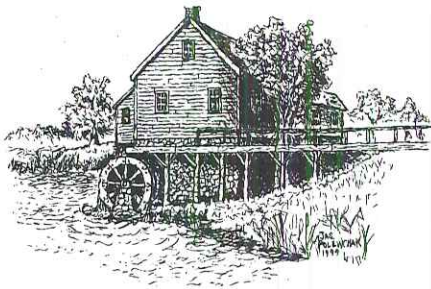
Jim McCaskey seconded the motion and the roll being called resulted as follows: voting

Andrew J. Bushman, yes

James J. McCaskey, yes

Irene H. McMullen, yes

Attest: Todd R. Ray, April 28, 2020
Todd R. Ray, Fiscal Officer



Munson Township

12210 Auburn Road, Chardon OH 44024-9454
Phone: (440) 286-9255 Fax: (440) 286-1180

Resolution 2020-22

Be it resolved by the Trustees of Munson Township, in a regular session on the 28th day of April, 2020, with the following members present via Zoom internet-based teleconference meeting, Andrew J. Bushman, James J. McCaskey, and Irene H. McMullen, that Andy Bushman moved the adoption of the following resolution, that the 2020 Budget and Permanent Appropriation be amended as follows:

That the 2020 Permanent Appropriation be amended, as follows:

Increase Appropriations:

Whereas, the Township has funds that have been budgeted but not appropriated, the Board of Trustees requests that \$7,500.00 of these funds be appropriated in the General Fund, as follows:

\$7,500.00 to 1000-990-990-9751 Scholarships

Jim McCaskey seconded the motion and the roll being called, resulted as follows:

Voting

<u>Andrew J. Bushman</u>	yes
Andrew J. Bushman	
<u>James J. McCaskey</u>	yes
James J. McCaskey	
<u>Irene H. McMullen</u>	yes
Irene H. McMullen	

Attest: Todd R. Ray, April 28, 2020
Todd R. Ray, Fiscal Officer